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SECTION L – INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS OR RESPONDENTS

L.1 FAR 52.252-1 Solicitation Provisions Incorporated by Reference (FEB 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The Offeror is cautioned that the listed provisions may include blocks that must be completed by the Offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the Offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address: http://www.arnet.gov/far/

L.2 FAR Provisions and Clauses Incorporated by Reference

Clause No.	FAR Clause No.	Title and Date
L.2.1	52.204-6	Data Universal Numbering System (DUNS) Number (OCT 2003) (Ref. 4.603)
L.2.2	52.215-1	Instructions to Offerors –Competitive
L.2.3	52.219-24	Small Disadvantaged Business Participation Program - Targets (OCT 2000) (Ref. 19.1204(a))
L.2.4	52.222-24	Pre Award On-Site Equal Opportunity Compliance Evaluation (FEB 1999) (Ref. 22.810)

L.3 FAR 52.216-1 Type of Contract (APR 1984)

The Government contemplates award of a fixed price, IDIQ contract resulting from this solicitation.

L.4 FAR 52.233-2 Service of Protest (AUG 1996)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

Internal Revenue Service
Donald Chauncey, Contracting Officer
Constellation Centre, 5th Floor (OS:A:P:I:B:A)
6009 Oxon Hill Road
Oxon Hill, MD 20745

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

L.5 Proposal Schedule

All proposals are due NO LATER THAN 2:00 P.M. Eastern Standard Time on July 2, 2004. (CAUTION: See the proposal submission instructions, including the provision describing treatment of late submissions, notifications and withdrawals of proposals at FAR Clause 52.215-1 Instructions to Offerors—Competitive Acquisition).

If the Offeror elects to forward the offer by means other than U.S. Mail, he assumes the full responsibility of insuring that the offer is received at the place and by the date and time specified in this solicitation. Such proposals must be closed and sealed as if for U.S. Postal mailing.

The Bid/Mail Room (5th Floor) is open from 8:30 A.M. to 4:00 P.M. EST, workdays to accept proposals. Delivery to any other location may result in the late receipt of the proposal in the bid/mail room or possible mishandling and is strongly discouraged.

L.5.1 Communications and Questions

Communications and questions concerning this solicitation or requests for clarification shall be made in writing to the Contracting Officer either electronically as described below or in hardcopy and submitted to the address identified in L.4 above. All requests will be answered electronically and provided to all Offerors on the Internet at http://www.procurement.irs.treas.gov.

The table below depicts the dates for communications and questions concerning the RFP:

Topic	Submission Date
Questions	May 18, 2004
Proposals Due	July 2, 2004

As soon as an Offeror is aware of any problems or ambiguities in interpreting the specifications, terms or conditions, instructions or evaluation criteria of this solicitation, the Contracting Officer shall be notified.

Electronic submission of questions and comments shall be submitted via the TCE mailbox at AWSS.TCE@irs.gov. Electronic mail attachments, if included, shall be prepared using Microsoft Office.

When submitting questions and comments, please refer to the specific text of the RFP in the following format:

Subject: RFP No. TIRNO-04-R-00001
Reference: RFP Section ___, Paragraph(s) ____, Page(s) ____.

L.5.2 Delivery of Proposal

The proposal shall be delivered to the Bid/Mailroom, 5th Floor at the address designated in the paragraph (b) below. The outer wrapping of each package/box of the offer shall cite the information shown below. Failure to properly address the outer wrapping correctly may cause an offer to be misdirected.

(a) Offeror's return address.

(b) Contracting Officer's address:

Internal Revenue Service
Donald Chauncey, Contracting Officer
Constellation Centre, 5th Floor (OS:A:P:I:B:A)
6009 Oxon Hill Road
Oxon Hill, MD 20745

(c) E-Mail: awss.tce@irs.gov

(d) Solicitation Number: TIRNO-04-R-00001

L.6 Solicitation Copies and Enclosures

An electronic copy of the solicitation and related documents will be available via Internet at: http://www.procurement.irs.treas.gov 24 hours a day. The file can then be downloaded in Microsoft Word format. It shall be the responsibility of the firm to reproduce additional copies for its use.

Certain technical exhibits are considered Sensitive But Unclassified and will be made available to approved vendors on www.FedTeds.gov. In addition to the registration required to access FedTeds, offerors are also required to obtain a password from the TCE Contracting Officer. Access will only be granted to prime and major subcontractors. To request a password, please submit requests via email to awss.tce@irs.gov.

L.7 Proposal Preparation Costs

This RFP does not commit the Government to pay any cost for the preparation and submission of a proposal in response to this RFP. The Contracting Officer is the only individual who can legally commit the Government to the expenditure of public funds in connection with this procurement.

L.8 Format and Instructions for Proposal Submission-General

Offerors shall examine and follow all instructions. Failure to do so will be at the Offeror's own risk. Proposals shall conform to solicitation provision FAR 52.215-1 Instructions to Offerors - Competitive Acquisition and be prepared in accordance with this section. To aid in the evaluations, proposals shall be clearly and concisely written as well as neat, indexed (cross-indexed as appropriate) and logically assembled. Prospective Offerors are asked to bear in mind that all material submitted shall be directly pertinent to the requirements of this RFP. Extraneous narratives, elaborate brochures, uninformative "PR" material and so forth, shall not be submitted. All pages of each part shall be appropriately numbered, and identified with the name of the Offeror, the date, and the solicitation number to the extent practicable.

Offerors shall furnish the proposal in separately bound volumes in the quantities specified. Each volume shall be complete in itself in order that evaluation of one volume may be accomplished independently of, and concurrently with, evaluation of the other. Offeror's proposals shall consist of the following four (4) separate volumes with the maximum number of pages for each proposal Volume as listed below. Please note that any pages exceeding the maximum pages stated in the chart below **will not** be evaluated by the Government. See Section L.10 for specific requirements for each volume.

Volume No.	Volume Name	Maximum Pages	Copies
I	**MANAGED SERVICES PROPOSAL – Transition and Technical Requirements**	100 pages, plus 25 pages for Transition Plan	Original and 9 paper copies and 2 electronic copies
II	**MANAGED SERVICES PROPOSAL – Program Operations, Management and Past Performance**	100 pages, plus 25 pages for the Quality Control Plan	Original and 9 paper copies and 2 electronic copies
III	**BUSINESS PROPOSAL**	no limitation	Original and 2 paper copies and 2 electronic copies
IV	**PRICE PROPOSAL**	no limitation Size of print per page must be at least Arial 10 font	Original and 3 paper copies and 3 electronic copies

Each proposal volume shall include an **index/table of contents** of that volume's contents that identifies major paragraphs and subparagraphs by number and descriptive title as well as the corresponding page numbers.

Each proposal volume shall include an **exceptions** section that identifies and explains in detail any exceptions, deviations, or conditional assumptions taken with the requirements of the RFP relative to the subject proposal volume. Any exception, etc., taken must contain sufficient amplification and justification to permit evaluation. All benefits to the Government shall be fully explained for each exception taken. Such exceptions will not, of themselves, automatically cause a proposal to be termed unacceptable. A large number of exceptions, or one or more significant exceptions not providing benefit to the Government, may, however, result in rejection of your proposal as unacceptable.

Electronic copies shall use Microsoft Office and be provided on CD and shall not be password protected. The pricing tables and schedules shall be provided in Microsoft Excel.

The page maximums for Volumes I and II are inclusive of the table of contents, executive summary, charts, graphs, tables, figures, matrices, acronym lists, etc. Every physical page included in Volumes I and II count towards the maximum page limitation, except blank sides and section/tab dividers.

Each page within each volume and section shall be numbered using a consistent numbering scheme. This scheme shall also be used for all supporting documentation such as charts, figures, etc. included in each volume.

Each volume including all supporting documentation shall be submitted in standard three ring loose-leaf binders. Each binder shall contain a cover sheet and spine that cites the Offeror's name, solicitation name and number, volume number, volume title, and if appropriate, the number of binders within the volume, e.g., Binder # of #. Each binder shall also be marked to indicate whether it is an original or copy. Paper size shall be 8 1/2 by 11-inch white paper with printing on one side only. The typewritten or printed letters shall be 12 point Arial (with the exception of pre-printed product literature). No reduction is permitted except for organization charts or other graphic illustrations. In those instances where reduction is allowable, Offerors shall ensure that the print is easily readable; no less than 8-point font on graphs and 10-point font on tables. Each page shall have adequate margins on each side (at least one inch) of the page. Header/footer information (which does not include any information to be evaluated) may be included in the 1" margin space. Fold outs for complete spreadsheets and/or organization charts are permissible up to 11" by 17", with printing on only one side, if secured with the volume. Large sheets (i.e., greater than 8 by 11 inch) shall count as two pages. Offeror shall not exceed the page limitations set forth above. Pages that exceed the maximum page limitation will not be evaluated.

In the event of a conflict between the contents of the hard copy version of the proposal and the contents of the electronic version, the hardcopy version shall prevail. The Offeror shall provide a certification that the hardcopy version of the proposal is exactly the same as the electronic version.

A proposal that fails to show compliance with these instructions may not be considered for award.

In order that your technical proposal may be evaluated strictly on the merit of the material submitted, NO PRICE INFORMATION IS TO BE INCLUDED IN VOLUME I OR VOLUME II.

The proposal shall not merely offer to provide the products/services in accordance with Section C, but shall, in detail and with specificity, describe the actual services proposed. Section C reflects the requirements of the program under consideration; therefore, repeating the specification/statement of work without sufficient elaboration will not be acceptable. Each requirement in Section C shall be addressed regardless of whether the Section C paragraph is cited within this Section L or not. The Offeror shall include/address these paragraphs in the most relevant Tab.

L.9 Oral Presentations

The Government reserves the right to require oral presentations. The presentations will be consistent with the evaluation criteria of the RFP. If requested, the Government will provide a minimum of two weeks notice and additional guidelines for the presentations.

L.10 Format and Instructions for Proposal Submission-Specific

L.10.1 Volume I – Managed Services –Technical Requirements and Transition

The Offeror shall present its technical approach designed to accomplish all activities described in Section C, Statement of Work and demonstrate how the requirements and the associated SLA will be met. The discussion shall clearly present information adequate to fully evaluate each of the evaluation criteria described in Section M. When addressing specific requirements of the SOW, the Offeror shall also address each corresponding SLA, as identified in Section F.

Tab A - Table of Contents

Tab B - Cover Letter and Executive Summary

A cover letter shall accompany the proposal to set forth any information that the Offeror wishes to bring to the attention of the Government. The cover letter shall also stipulate that the Offeror's proposal is predicated upon all the terms and conditions of this RFP. In addition, it must contain a statement that the Offeror's acceptance period is valid for at least 180 days from the date of receipt by the Government.

The Executive Summary shall provide an overview of the proposal and is to be used as an aid in understanding the organization, content, and interrelationship of the proposal material. Information is to be presented at the summary level and shall only include general information about the proposal and the Offeror's understanding of and capability to meet the requirements of the solicitation.

Tab C - Exceptions and Deviations

Tab D - Mandatory Requirements Compliance

The Offeror shall provide a completed compliance checklist (Attachment L.1). For each requirement listed, the Offeror shall indicate whether or not the proposal complies with the requirement and provide an appropriate proposal cross-reference to the proposal paragraph that addresses the specific requirement.

Tab E – Treasury Communications Enterprise – Overview

The Offeror shall provide an overview of its understanding of the TCE concept and a high level description of how its solution will meet the goals and objectives of the program. The Offeror shall describe its concept of managed services and its managed service approach. The Government projects that its telecommunications needs may evolve as technologies advance.

The Offeror shall describe how it intends to maintain and promote flexibility in the network, incorporate new technologies, and satisfy new communications needs.

Tab F – Core Program-Wide Technical Requirements

The Offeror shall provide a comprehensive description and illustration of the proposed architecture for the network, and describe its proposed methodology for meeting each of the requirements of C.3.1. The Offeror shall discuss its strategy for developing Disaster Recovery (DR) and Continuity of Operations (COOP) Plans, including models and processes that have been used elsewhere.

Tab G – Core Site-By-Site Technical Requirements

The Offeror shall describe its proposed methodology for delivering end-to-end managed network services and compliance with security requirements. The Offeror shall specifically address each of the requirements of C.3.3.

Tab H – Enhanced Services

The Offeror shall describe its approach and capabilities to providing each of the enhanced services identified in C.4.

Tab I – Transition

The Offeror shall propose a transition and implementation strategy for moving from TCS to TCE within a nine (9) month timeframe. The proposal shall address the requirements of C.3.2.1 and be in sufficient detail to allow evaluation of all of the subfactors identified in M.3.3.1. The project timeline will not be subject to page limitations. At a minimum, the proposal shall include:

- The proposed transition and implementation approach with demonstrated relevant experience of similar scope and complexity, including a description of the approach to minimizing and mitigating risk, offering no compromise of continuity, and maintaining strict adherence to the post-award schedule, as well as the identification of any tools, methods, and practices that would be used to facilitate the transition and how those would be used;
- The proposed Transition Plan, including a description of how the Offeror will manage the increasing complexity of site transitions based on site categories;
- Proposed plan for assuming full responsibility of Government property through the Exchange/Sale process.

L.10.2 Volume II – Managed Services – Program Operations and Management

The Offeror shall cross-reference the Section C requirements to the sections of the Offeror's proposal. The Program Management discussion shall clearly present information adequate to evaluate fully each of the evaluation criteria in RFP Section M. When addressing specific requirements of the SOW, the Offeror shall also address each corresponding SLA, as identified in Section F.

Tab A - Table of Contents

Tab B - Exceptions and Deviations

Tab C - Mandatory Requirements Compliance

The Offeror shall provide a completed compliance matrix (Attachment L.2). For each requirement listed, the Offeror shall indicate whether or not the proposal complies with the requirement and provide an appropriate proposal cross-reference to the proposal paragraph that addresses the specific requirement.

Tab D – Treasury Communications Enterprise – Business Model Overview

The Offeror shall provide a detailed description of its business model for the program, including identification of all significant team members/subcontractors and their respective roles. The Offeror shall describe the extent to which teaming arrangements have been formalized through signed agreements.

Tab E– Core Program-Wide Operations and Support Service Requirements

The Offeror shall describe its Program Management approach to accomplish all activities described in Section C, Statement of Work and demonstrate how the requirements shall be met. The Offeror shall describe its proposed methodology for meeting each of the requirements identified in C.3.2 (except C.3.2.1 which will be addressed in Volume I Tab I), and shall include a Quality Control Plan. The proposal shall be in sufficient detail to allow evaluation of all of the subfactors identified in M.3.3.2. The proposal shall describe the system features and capabilities currently available for immediate deployment, and future developments, to include a schedule, required to achieve full compliance with the requirements.

Functional System Demonstrations - At its discretion, the Government may require the Offeror to provide a system demonstration of all or part of its proposed ordering, billing, management and trouble ticketing system(s). The purpose of the demonstration is to allow the Government to observe the operations and administration of the proposed products/system to aid in the assessment of the extent to which TCE requirements are or can be met by the proposed system. The system(s) demonstrated should be one being used for a client with a similar environment. The demonstration shall occur at a mutually agreed upon site(s) proposed by the Offeror. Each Offeror who performs a functional demonstration will be responsible for its costs in accordance with Section L.7.

Tab F - Corporate Experience and Past Performance

(a) Provide a synopsis and detailed references for a maximum of four (4) current contracts and/or completed contracts (Government or commercial) performed within the last four (4) years that are commensurate to this procurement. References may be for the prime or subcontractors, however, at least two shall reflect performance of the prime. The Government is interested in references for current or completed contracts using similar approaches and technology for services to large commercial or federal customer base, similar in size and scope (technical and geographical) to that of the Treasury and that include the use of service level agreements. The information must be clear as to whether the work was done by the prime contractor or a subcontractor. Contracts submitted to validate past performance shall be chronologically consecutive and shall reflect successful network support to at least 50 locations with varying classes of service and traffic types. Each reference shall include the following information (Offerors shall limit their response to the information requested):

(1) Customer name, address, e-mail address and telephone number;
(2) Contract number, period of performance, and total dollar amount;
(3) Point of contact (names and telephone numbers of the Contracting Officer and Contracting Officer's Technical Representative);
(4) The geographic scope;
(5) A description of:
  (i) How the submitted reference demonstrates the Offeror's performance as a prime or subcontractor for a contract of similar size and scope and the same type of services being solicited under this RFP.
  (ii) The associated service level agreements and the Offeror's success in meeting them.
  (iii) The Offeror's overall management control of any subcontractor(s) for this contract and how this relationship provided quality service to the customer.
  (iv) The quality technical support the Offeror provided to the customers under this contract and the Offeror's ability to face challenges resulting from such an effort.
  (v) How the Offeror provided solutions to resolve any problems encountered for the referenced contract.

(b) Past Performance Questionnaire

The Offeror shall also be responsible for providing past performance information by ensuring that applicable customer references receive, complete and return the Past Performance Questionnaire (see Attachment L-3). The completed Questionnaires shall be submitted with the Offeror's proposal package by the due date established for receipt of offers. (Questionnaires do not count toward the proposal page limitation.) The completed Past Performance Questionnaire shall be submitted in the following manner:

- Each Past Performance Questionnaire shall be submitted in separately sealed envelopes that have been provided by the customer reference. The Offeror shall compile the sealed envelopes and incorporate them into one sealed package

- Each questionnaire shall have the individual evaluator's name, telephone number and signature.

Failure to submit the Past Performance questionnaires by the due date shall result in the rejection of the offer unless the Offeror has certified that is has no relevant, directly related or similar past performance experiences. In the event that an Offeror's customer reference is not cooperative in furnishing the required information, the Offeror must prove that an earnest attempt was made to collect the required information. The certification indicating 'no past performance' shall be in a separately sealed enveloped clearly marked with the solicitation number and accompanied with the RFP volumes.

L.10.3 Volume III - Business Proposal

The Business Proposal shall consist of the tabs listed below.

Tab A - Table of Contents

Tab B – Exceptions and Deviations

Tab C - SF-33, Solicitation, Offer and Award, and Solicitation Sections B, D, E, F, G, H and I;

The Offeror shall include a completed SF 33, signed and executed by an official authorized to bind the Offeror's organization to contractual commitments. The Offeror's acceptance period shall not be less than that prescribed in Block 12 of the SF 33.

By incorporating the terms and conditions set forth in Sections B, D, E, F, G, H, and I of the solicitation document into the proposal, the Offeror is agreeing to comply with these terms and conditions. In lieu of providing actual copies of these pages, the Offeror may provide written certification of acknowledgment and compliance with these Sections. The Offeror shall complete the fill-in information required of Section G.3.2, G.3.3, and G.3.4, as well as provide a brief description of the qualifications of each key personnel.

Tab D - Representations, Certifications, and Other Statements of Offerors

This tab shall consist of the Solicitation Part IV - Section K, which shall be signed and executed by an official authorized to bind the Offeror's organization to contractual commitments.

The Offeror shall also include in this tab a written certification that the hard copy version of the proposal agrees exactly with the electronic version.

Tab E - Subcontracting Plan

As a part of its initial offer, all Offerors (other than small businesses) shall prepare and submit a proposed small business and small disadvantaged business subcontracting plan, as prescribed in FAR 52.219-9 and outlined in Section J, Attachment J-8, "Department of the Treasury, Internal Revenue Service, Small, HUB Zone Small, Small Disadvantaged, Women-Owned Small, Veteran-Owned Small Business, and Service Disabled Veteran Owned Small Business Concerns Subcontracting Plan Outline." The goals stated in this Attachment are applicable to this procurement and shall be utilized for developing a subcontracting plan in response to this Request for Proposal. In addition to this Attachment, Offerors shall also provide a record of previous performance in carrying out the goals of subcontracting plans by including a copy of its FY2003 SF294 and SF295 subcontract reports. If the Offeror has had no previous contracts requiring a subcontracting plan, please include a statement to that effect in the proposal.

The subcontracting plan shall be submitted as an attachment that is separate and detachable from Volume III. This attachment will be utilized in the evaluation of the subcontracting plan as stated in Section M.

Unless expressly provided in any resulting contract, award of the contract shall not be construed as the consent or authorization by the Government to the selection of any proposed subcontractor.

Tab F - Small Business Utilization Participation

This solicitation contains two relevant sample forms: one entitled "Identification List of Small Disadvantaged Business Firms in targeted NAICS Codes Projected to be used on this contract", and one entitled "Summary Sheet for Cumulative Target NAICS SDB Data by Category." Each Offeror is required to submit all of the information required on both of these forms, either using these specific forms, or developing an alternate format which contains all the information requested on both sample forms provided.

Identification List of Small Disadvantaged Business Firms in Targeted NAICS Codes Projected to be used on this contract (SAMPLE)

Category I – Prime Contractor Target NAICS SDB Credit (Applicable only if the proposed prime Contractor is an SDB in a targeted NAICS code, and the proposed prime certifies that the Price Evaluation Adjustment factor has been waived).

Name, Address, Telephone of Contractor	Target NAICS Classification	Service Provided	$ Amount	% of Total Contract Value
ABC Company 123 Main St. Baltimore, MD 12345	541519	Other Computer Related Services	$500,000	30%

Category II – Joint Venture Partners and Team Member Proposed for Target NAICS SDB Credit

Name, Address, Telephone of Contractor	Target NAICS Classification	Service Provided	$ Amount	% of Total Contract Value
ABC Company 123 Main St. Baltimore, MD 12345	517110	Wired Telecom Providers	$500,000	30%

Category III – Subcontractors Proposed for Target NAICS SDB Credit

Name, Address, Telephone of Contractor	Target NAICS Classification	Service Provided	$ Amount	% of Total Contract Value
ABC Company 123 Main St. Baltimore, MD 12345	517910	Other Telecom	$500,000	30%

Note: A separate target NAICS SDB list must be submitted for each option year of the contract.

Summary Sheet for Cumulative Target NAICS SDB Data by Category

(Note: All Summary Data shown on this sheet must reflect data for Base Year Performance and all option years.)

SUMMARY DATA:

Category I - Prime Contractor Target NAICS SDB Costs:	
Total Estimated Dollar Value of Category I Costs in Target NAICS Codes	$__________________
% of Total Estimated Contract Costs	$__________________
Category II - Joint Venture/Partnerships/Team Members Target NAICS SDB Costs:	
Total Dollar Value of Category II Costs in Target NAICS Codes	$__________________
% of Total Estimated Contract Costs	$__________________
Category III - Subcontractor(s) Target NAICS(s) SDB Costs:	
Total Dollar Value of Category III Costs in Target NAICS Codes	$__________________
Total Estimated Dollar Value of Category I, Category II, and Category III costs shown above	$__________________
The total of Category I, Category II, and Category III costs shown above represent ______% of total Estimated Contract Costs	__________________%

Tab G – Financial statements

The Contracting Officer will conduct a responsibility assessment of each offeror being considered for award. The following information shall be submitted to assist the Contracting Officer in making a responsibility determination:

(a) Sufficient information to demonstrate the financial capability to perform a contract of this size and duration, including the ability to transition and implement the TCE. The Offeror shall provide information related to its current financial condition and the sources of all funds that will be used to finance contract performance. Indicate dollar amount, names and telephone numbers of banks and other sources of funds that may be contacted to verify the pertinent financial data. The Offeror shall include its two most recently audited annual financial statements. Any interim financial statements such as quarterly reports, shall also be provided if the annual statements are more than six months old. Interim financial reports may be unaudited. The above information must also be submitted by **each** potential teaming partner/subcontractor or supplier whose total value of subcontracts may exceed 25% of the value of the Offeror's proposed price.

(b) The Offeror shall submit a list of all commitments with the Government relating to the specified work or services that may interfere with the completion of the work or services contemplated under this contract or which may be impacted by performance of this work.

(c) A description of all current or pending legal actions under Federal contracts within the past three years. This shall include, but not be limited to, formal or informal requests for equitable adjustments or claims over $5 million, pending or ongoing cure notices, and terminations for convenience or default.

Tab H – Section 508 Compliance

The Offeror shall include a description of the level of compliance with Section 508, where applicable, to the systems and services proposed.

L.10.4 Volume IV - Price Proposal

The Price Proposal shall consist of the tabs listed below.

Tab A - Table of Contents

Tab B – Exceptions and Deviations

Tab C – Price Proposal - Overview

The Offeror shall provide an overview of its price proposal, including:

- Any notations for submitted pricing, including conditions or assumptions;
- Proposed mechanisms, if any, by which pricing can remain competitive over time. The offeror is encouraged to propose draft contract language.

Tab D – Summary Price of Total TCE Program

The Offeror shall complete Attachment L-7, Summary Price of all Years for TCE, to reflect the total TCE Evaluated Price.

1) Total Model Delivery Order Price: Offeror shall determine the total model delivery order price for each of all ten years by adding all the annual totals from the summary sheet at Attachment B-4.
2) Total Enterprise Directory Service Price: Offerors shall determine the enterprise directory services total price by multiplying the monthly prices Offerors input on Attachment B-1 by 9 months for the first year and 12 months for the remaining nine years.
3) Total Link Encryption Price: Offerors shall determine the link encryption total price by adding all three columns of monthly prices inserted by Offerors on

Attachment B-1 and multiplying the first year's total prices by 9 and the remaining two years total prices by 12 and then adding all three totals together.

4) Total Time and Materials Price: Offrerors shall determine the total price for the time and materials CLINs by first completing Attachment L-4. In doing so, Offerors shall multiply the labor categories' hourly rates provided in Attachment B-1 by the 6000 yearly hours set forth in L-4 and insert the total where required in L-4. At the same time, Offerors shall complete, if applicable, the material burden CLIN on L-4, assuming a material cost of $3,000,000 per year. Totals for each of the ten columns in L-4 should be added together to arrive at the total time and materials price.

Tab E – Price Proposal – Contract Line Items (Section B)

The Offeror shall provide the following completed pricing tables:

(1) Section B CLIN Monthly Pricing Tables (5 separate MS Excel worksheets)(Table B-1), which shall include the following:

a) Category 1 transport
b) Category 2 transport
c) Category 3 transport
d) Loop CLINs, Treasury Enterprise Directory Services, and Time and Materials labor rates
e) Link encryption

(2) Section B Loop Monthly Pricing Tables for Category 1 and 2 sites (Table B-2)
(3) Section B Loop Monthly Pricing Table for Category 3 sites (Table B-3) – *If Applicable*

The tables include fixed price Contract Line Item Numbers (CLINs) to be used for pricing transport and directory services, reference tables for fixed local loop pricing, and Time and Material labor/material burden CLINs for pricing special projects. Offerors shall propose fixed prices for all tables and shall follow the loop pricing guidelines in B.2.2.

In submitting its price proposal, the offeror's prices shall:

(1) Comply with the requirements of Section B;
(2) Be fully loaded fixed unit prices, inclusive of all allowances, taxes, surcharges, fees or other applicable price adjustments;
(3) Reflect any discounts offered (excluding prompt payment discounts);
(4) Be applicable for the entire contract period indicated;
(5) Be limited to two decimal places;
(6) Reflect the monthly charge for each CLIN and sub-CLIN;
(7) Include summary total for each year for link encryption and enterprise directory services;
(8) Include a material burden factor reflected as a percentage;
(9) When completing attachment B-1, CLIN XO45, hourly rates for each labor category must be inserted for each year.

Tab F – Price Proposal – Price Evaluation Model Delivery Order

To facilitate evaluation of pricing, the Offeror shall develop a model delivery order(s) showing quantities of each Section B CLIN needed to support their proposed TCE solution for each year of performance. The Offeror shall use the *Model Delivery Order Templates* provided in Attachment B-4. An example Model Delivery Order is provided in Attachment B-6. The Offeror shall complete the templates provided and shall populate both templates (with prices and those without), showing the same information on both except the template without price columns shall not include pricing data. The model delivery order summary template will be populated using the data provided.

The TCS baseline data (Attachments J-2e, J-2g, and J-2h) are provided for the Offerors' use in developing proposed solutions. The Offeror shall assume 5% growth in transport bandwidth per site per year for each year of the TCE contract. For pricing evaluation only, the Offerors shall also assume, at a minimum, that 20% of the bandwidth on the baseline network is CoS 2 traffic in every year at every site. The Offeror shall assume that applications are added to the network in Year 2 that consume CoS 1 bandwidth. The Offeror shall refer to Attachment L-5 for notional CoS 1 bandwidth demands in Year 2. For this modeling, the Offeror shall assume that CoS 1 bandwidth demand grows at a rate of 5% per year once added to the network.

For purposes of pricing evaluation only, the Offeror shall assume that optional site-by-site enhancements are added to 20% of the sites, for each size of site. Specifically, the Offeror shall include in its model delivery order, enhancements for each of the sites identified in Attachment B-5, *Enhanced Services Locations for the Model Delivery Order*, making use of the enhancements column for each site where enhancements are added. The Offeror shall include all three enhancements (intrusion detection, firewall protection, and virus protection) for each of the 217 sites.

The model delivery order shall clearly indicate CLIN distribution and quantities for each item for each year of performance. The Offeror shall populate the model delivery order with pricing that represents a single month of each year as per the CLINS in Attachments B-1, B-2, and B-3. The monthly pricing will then be annualized and summarized to determine yearly pricing (by multiplying each pricing column summary by 9 in year one and 12 in each subsequent year). The model shall show the following per site per year:

- Loop size at each site formatted in a column
- Price for the loop in a column
- Transport size at each site formatted in a column
- Price for transport formatted in a column
- Growth of transport over the previous year (as a percentage) formatted in a column
- Clear trace back of each loop and transport CLIN price used in the MDO to the pricing tables
- The period of performance for year 1 of the MDO for evaluation purposes only is 9 months

Further, the model shall describe for each location how the bandwidth level for year 1 under TCE was determined. All assumptions in determining the bandwidth for the initial capacities at these sites shall be described. The column for notes shall be populated with the reasoning used to determine the initial year 1 TCE bandwidth for each and every site on the list.

The model shall contain **ALL** of the 1042 sites that are listed in the data tables, even when these sites are duplicates (duplicate site entries represent sites where more than one Treasury Bureau resides). The model shall reflect the fact that there are 83 Category 1 sites, and 79 Category 2 sites, and 880 Category 3 sites.

The model delivery order shall be provided in Microsoft Excel. Each page of the model delivery order, when printed, shall contain the facility code column, column headings, and a minimum font of Arial 10.

L.11 Content of Resulting Contract

Any contract awarded as a result of this solicitation will contain Part I - The Schedule, Part II - Contract Clauses, and Part III - List of Documents, Exhibits and Other Attachments. Part IV - Section K - Representations, Certifications, and Other Statements of Offerors, will be incorporated into the resulting contract by reference. Blank areas appearing in these sections are to be completed by the Offeror or will be filled in by the Contracting Officer after negotiations have been completed.

L.12 Alternate Proposals

Alternate proposals will not be considered. However, Offerors may propose alternate solutions to individual requirements that do not change the overall approach or intent of the TCE Program and offer cost-savings to the Government.

(End of Section)